

MoDA AFGHANISTAN CLASS 19 VACANCY ANNOUNCEMENT

Please forward the below application documents soonest, open period extended from NLT 22 Jan 16

PLEASE DO NOT APPLY IF YOU ARE NOT A CURRENT DoD GS-13/14/15

COCOM: CENTCOM

Afghanistan

Function: Multiple, Continuous Recruitment

Tour length: 2 months CONUS Training, 12 month Deployment

Series:

GS-0081, 0130, 0131, 0132, 0201, 0301, 0340, 0343, 0346, 0391, 0501, 0510, 0511, 0560, 0601, 0670, 0685, 0800, 0801, 0854, 0905, 1035, 1101, 1102, 1601, 1701, 1712, 1750, 1800, 1801, 2001, 2003, 2010, 2210

Clearance: SECRET Location: Kabul,

Title: Senior Advisor

Grade: GS-13/14/15

Background: The Ministry of Defense Advisors (MoDA) Program is designed to forge long-term relationships that strengthen a partner state's defense or interior ministry. The program matches senior Department of Defense (DoD) civilians with ministry counterparts in similar functional areas, including, but not limited to:

- Defense Policy and Strategy
- Force Planning and Resource Allocation (RM)
- Budget/Finance
- Contract Management /Acquisitions
- Procurement
- Human Resources
- Information Technology/Communications
- Police Intelligence
- Doctrine, Training, and Education
- Logistics
- Physicians
- Attorneys
- Inspector General
- Facilities Engineering

Desired Knowledge, Skills, and Abilities:

Resumes should address any trainer, formal mentoring, cradle to grave PM, and foreign partner engagement experience in detail.

- Demonstrated communication and interpersonal skills, including the ability to work collaboratively with counterparts to help achieve goals through the provision of quality advice, support and mentoring.
- Proven self-starter who can be successful working independently or within a team at various organizational levels and with executives/managers/leaders from multiple functional areas and organizations.
- Proven success in organizational capacity building, and demonstrated ability to share knowledge, mentor and coach others.
- Demonstrated ability to work in an environment with limited resources and to apply innovative and creative solutions to solve problems.
- Experience developing and coordinating policies and strategies within one or more of the above functional areas for the purpose of developing national-level defense capabilities.
- Experience with training and working internationally with partner governments or their militaries is desired.
- Strong interest in learning a foreign language and demonstrated ability to adapt to a diverse cultural environment.

Additional requirements:

- You must be a U.S. citizen to be considered for this requirement.

- You must hold and be able maintain a SECRET (or interim SECRET) security clearance.
- Incumbent will be detailed from their home organization for a period of 14 months to include training, pre-deployment preparation and a 12 month detail assignment to Afghanistan. Incumbent must gain home organization approval upon being accepted into the MoDA program and must satisfactorily complete pre-deployment training and screening requirements before final approval to deploy as a MoDA advisor.
- Applicants for these positions must pass a pre-employment medical examination. These positions require applicants to function in a physically demanding environment and to be able to maneuver with the additional weight of body armor in extreme temperatures, including but not limited to:
 You may need to lift and move heavy items.
 You may need to stand for prolonged periods on concrete floors and walk over rough and uneven terrain.
 You may need to bend, stoop, walk, stand, and climb, and work in cramped positions.
 You may need to work outdoors, often under adverse weather conditions.

To Apply: CURRENT DoD GS-13/14/15 ONLY

Email the following to dsca.ncr.bpc.list.modaprograminfo@mail.mil :

1. Cover letter outlining why you wish to deploy as an advisor to Afghanistan
2. Your resume (no longer than six (6) pages)
3. Current SF-50 (SSN redacted)
4. Two professional references (name, contact info, and organizational affiliation only)

MANAGEMENT APPROVAL REQUIRED FOR SELECTION:

Army Employees: <http://cpol.army.mil/library/mobil/webforms/index-Army.html>

Air Force Employees: <http://www.cpmc.osd.mil/expeditionary/air-force-employees.html>

All other DoD Employees will need to provide a memorandum from your Director or first SES

Please address all questions to dsca.ncr.bpc.list.modaprograminfo@mail.mil .

MODA CLASS 19 REQUIREMENTS - DUTY DESCRIPTIONS

JMD 00120785 SENIOR ADVISOR (CHIEF OF FINANCE - MOD) GS-0501-15

Incumbent will advise senior leaders within the Afghani Ministry of Defense (MOD) Financial Department. Train, Advise, and Assist (TAA) the Afghans to build and effectively use sustainable financial management procedures that follow Afghan Law, and Ministry of Finance Policy and Regulation. Advisory efforts will focus on financial management, payroll management, and budget execution. Advisement categories include payroll policy and procedures, budget formulation and execution, and staff development. This position requires daily interpersonal and hands on practical interaction with Afghan counterparts in their operating environment. Other tasks include: Supporting professional development plan for Finance staff; Monitoring international donor direct contributions and ensuring funds are utilized in accordance with all applicable international and host government laws and regulations; Recommending internal controls to promote transparency, accountability and organizational processes; Assisting the HQ RS Internal Control Teams (ICT) who travel to the Corps/Regions to inspect the finance and payroll documents; TAA the payroll officer to ensure proper calculation of base and incentive pay and deductions.

- Minimum 15 years' experience in budget, finance, and or payroll, experience with financial management systems
- Relevant supervisory experience related to planning, programming, budgeting and execution of funds at a major governmental institution (armed service, ministry, large department) or MAJCOM
- Extensive experience with requirements generation, requirements prioritization and linking resources to requirements

JMD 00118674 SENIOR ADVISOR (RESOURCE MANAGEMENT-MOI)

GS-0501-14

The incumbent will train, advise and assist (TAA) the Planning and Programming organization within the Ministry. Incumbent will focus on capacity building and sustainment, and serves as an expert and consultant to the Planning and Programming functions. TAA efforts will focus on translating national security policy programs into strategic program guidance for the Ministry. Advisement categories include program formulation, and justification, cost estimating models, policy and procedures, and budget strategies under fiscal constraints. This position requires daily, interpersonal and hands-on practical interaction with Afghan counterparts in their operating environment. Conduct TAA on the development of detailed qualitative and quantitative cost information to support program requirements. Provide advice and guidance to resolve, implement or manage program or policy issues that involve uncertainty in approach or methodology related to the planning and programming processes. TAA the Ministry to prioritize requirements when faced with fiscal constraints.

JMD 00120784 ADV (BUD-LAW & ORDER TRUST FUND-MOI)

GS-0501-13

The incumbent will Train, Advise and Assist (TAA) the Financial Management organization of the Ministry of Interior. Incumbent will focus on providing TAA services to the Afghans to build and effectively use sustainable financial management procedures that follow Afghan Law, and Ministry of Finance Policy and Regulation. Advisory efforts will focus on providing budget formulation/execution and proper use of automated management reports. This position requires daily, interpersonal and hands-on practical interaction with Afghan counterparts in their operating environment. Support professional development plan for budget staff. TAA on the establishment and use of internal controls to promote transparency, accountability and organizational processes, thus increasing oversight. TAA the senior officer on requirements generation to support budget submissions followed by budget based spend plans to support timely budget execution.

JMD 00106121 SENIOR ADVISOR (NATIONAL LAW)

GS-0905-13/14/15

Lead, Legal and Support Staff Advisor. Manages a staff of Coalition and Afghan legal personnel. Additionally, incumbent serves as a senior civilian attorney to assist in the professional development and build the institutional capacity of the Ministry of Interior's (MoI) Legal Advisor's Office, Legal Affairs Office, and Support Staff departments. Incumbent will serve as Senior Legal Advisor to the MoI Legal Advisor's Office. The incumbent assists, advises and mentors Legal Advisor's Office regarding 1) international treaties and agreements, 2) providing advice on procurement and real estate matters, 3) providing advice on personnel/administrative law, fiscal law, and ethics matters, 4) implement the Rule of Law within MOI and the Afghan National Police (ANP) and 5) representing the interests of the Ministry in GIRoA interagency meetings and with Parliament. Incumbent will also serve as Senior Advisor to the MoI Legal Affairs. Incumbent will focus on: 1) building institutional capacity within the MOI Legal Affairs Department, 2) assisting Legal Affairs Chief in advising/mentoring the MOI Legal Affairs Department, 3) developing new MoI/ANP legal training programs as necessary such as evidence-based or specialized police training programs, 4) coordinating with the Legal Affairs Department provincial Legal Affairs Advisors (LAA) to assess implementation and effectiveness of ongoing legal training leading to sophisticated legal services and 5) ensuring that MoI Legal Affairs is fully integrated within all MoI intra-ministerial working groups. Incumbent works directly with the HQ staff, particularly the Chief of Staff, Legal Advisor, Foreign Relations Directorate, and sub-departments. Incumbent provides direction to programs designed to establish transparency and accountability in Ministry personnel actions, establish respect for rule of law and reliance on evidence-based criminal prosecutions, and create a crime statistics and reporting system that informs Ministry leadership and enables critical decision making. Incumbent guides Ministry in creation of an effective system to tackle transnational crime issues such as narcotics and human trafficking by working with regional partner countries and INTERPOL. Incumbent ensures Ministry is working towards goals mutually set by Afghans and international community regarding Gender, Human, and Child Rights and that legal training for officers and civil servants is standardized and consistent. Manages Unit contracts and budgets. Supervises Afghan contract personnel, to include Afghan attorneys and cultural advisors. Other duties as assigned.

JMD 00120973 POLICE DEVELOPMENT ADVISOR

GS-0132/0080-13/14/15

Responsible for advising and mentoring the Directorate of Police Intelligence Police Intelligence Training Center (PITC) Director and his cadre of instructors. Assist in curriculum development to support

professionalization of Police Intelligence. Assist in the development Afghan instructors thru “train the trainer” programs in conjunction with other Advisor/Mentor teams. Ensure the PITC is structured properly on manning and equipment documents to meet training needs for sustainability. Coordinate with other INT TAA police mentors to provide necessary intelligence training for their MOI Police organizations. Assist in evaluations of both curriculum and instructors in order to meet requirements of the Ministerial Development Plan. Provide continual feedback to both PITC personnel as well as the Director General of DPI and the leadership of INT TAA on training at PITC.

JMD 00118663 MED FACILITY PLANNING ADVISOR
GS-0343/0801-13/14/15

This position serves as the Senior Advisor and Mentor to the Afghan GIRoA, MoD/MoI advising on the development of business processes that will facilitate effective military construction and medical-related programs as part of the staff of the Office of Military cooperation-Afghanistan. The incumbent acts as the Senior Medical Facility Advisor to the Afghan MoD/MoI. Serves as principal advisor and consultant to the OMCA, senior staff Directors and operating staff on all matters within his jurisdiction and makes recommendations on a wide variety of complex programs. Trains and assists MOD officials on how to develop and monitor long-range plans for military construction to ensure the design, construction, contract phases remain within program goals and objective. Teaches Afghan counterparts on effective project management techniques. Assists the ANSF establish a requirement driven fiscal policy. The requirement based budget will ensure that the MoD/MoI medical facilities effectively manage their resources. Assist the OTSG Team leader in developing recurring reporting systems, to track the progress of task and project completion.

JMD 00118641 SNR ADV (MOI TAO/IG)
GS-0511/1801-13/14/15

Advise the MoI IG on process improvements for monitoring accountability and oversight through training of MoI personnel on inspections, investigations and audits. Advise and assist the IG to track formal investigations, ensure mechanisms and safeguards are in place to conduct assessments and inspections, ensure the IG can identify, develop, and recommend corrections to address systemic failures. Advise other MOI MAG advisors concerning matters of Transparency, Accountability, and Oversight as well as issues concerning counter-corruption. Monitors procedures and oversight ensuring they are implemented at all levels across MoI. Responsible to lead a team of DoD civilian and contractor personnel. Perform supervisory duties, rate subordinates, assign tasks and review finished work, attend Senior Officer meetings, conduct General Officer level briefings, prepare recurring reports, and validate employee time and attendance. Training in an Inspector General School or other oversight body and a BS or BA degree or higher are required

JMD 00106092 ANP CONSTRUCTION PROJECT MANAGER
GS-0801-13/14/15

The incumbent advises MOI-FD on all Planning, Programming, Budget, and Execution (PPB&E) functions regarding facilities and construction. This entails advisement on budget preparation and execution to achieve approved budget execution rates, as well as on the development and use of appropriate automated tools in the Afghanistan Financial Management and Information System (AFMIS) to track and correct budget execution problems. Furthermore, the individual advises on deploying the Afghanistan Infrastructure Data Integration System (AIDIS), a web-based facilities management and tracking system. Finally, the individual ensures coordination occurs with other advisors across other Resolute Support Security Force Assistance Essential Functions.

JMD 00106061 SR ADV (STRAT - COMM)
GS-1035-13/14/15

Provide subject matter expertise and guidance in Strategic Communications to develop and enhance Ministry of Defense (MoD) capacity and capabilities. Assess effectiveness and develop strategies, policies, and recommendations leading to appropriate, efficient and integrated Communications management across Communications functions at the MOD. Assist Afghan counterparts with the development of plans within the MoD as well as planning coordination with other ministries and applicable outside agencies. Coordinate with advisor(s) for GSG3 (IO), Religious and Cultural Affairs Directorate to promote efficient and effective execution of a comprehensive MoD Communications effort.

